



Building  
stronger  
families

**Equality, Diversity and Inclusion Manager, Human Resources**

**London Head Office (N1) or Home Based**

**37 hours per week (or 29.6 hours per week) (5 or 4 days per week)**

**Grade 4 (lower) point 31-33: £36,804 - £38,736 per annum pro rata (plus Inner/Outer London Weighting or Home working allowance if applicable)**

**Permanent contract**

Family Action passionately believes in the strengths within families. Families may be very different in composition and circumstances but they should all be empowered and supported to enable all members to thrive. In all that we do, Family Action is rooted in the belief that well-functioning and supported families are a driving force for happy, healthy individuals and communities. Founded in 1869, the charity was providing services to children and families before the first aeroplane flew, before the first car was invented, even before it was first made compulsory for all primary age children to attend school. Our history is remarkable- we were there at the very beginnings of social work, we created the first Citizen's Advice Bureau and the forerunners of Job Centres.

Today, we work with more than 60,000 families in over 200 community based services, as well as supporting thousands more through national programmes and grants. **We are the 7th Best Charity and 55th Large Company to work for in the UK in 2021 (Best Companies Awards), and were recently shortlisted for the Third Sectors Awards Charity of the Year 2021.**

This is an important role in Family Action. As Equality, Diversity and Inclusion (EDI) Manager you will lead on the continuation of the development of all EDI matters at Family Action.

Your role will be varied, exciting and incredibly worthwhile. At its heart it will strive for improvement and excellence, and the opportunity to really make a difference within our organisation to the benefit of staff, volunteers and those who use our services. You will be working with managers at all levels to influence, inform and plan EDI work across the entire organisation.

We are looking for a self-starter who can draw learning from a range of sources, contextually analyse the evidence, and piece it all together with strategic finesse. We need someone with substantial experience of EDI work. You would need to be resilient and tenacious; and bring an understanding of the challenges and develop organisational plans as a result.

Most of all we want someone who reflects who we are as an organisation: forward looking, with a commitment to the people we work with and continuously improving our services. We are a people focused, can-do organisation that strives for excellence and operates with mutual respect. If you share these values and behaviours and have the necessary skills and experience, then we look forward to hearing from you.

Our Values: People Focus, Mutual Respect, Excellence in all we do and a Can Do attitude. If you can relate to these and have the necessary skills and attitude we can offer you:

- A competitive salary, generous annual leave entitlement and a matched pension scheme.

- Career development opportunities.
- A full induction and on-going quality training.
- The opportunity to become part of national Family Action initiatives.
- Managed workloads and regular supportive and reflective supervision.

**For an application pack and further information, including the benefits we offer, please visit [www.family-action.org.uk/workingwithus](http://www.family-action.org.uk/workingwithus).**

**Please email completed applications to: [completed.application9@family-action.org.uk](mailto:completed.application9@family-action.org.uk)**

**Closing date:** **Monday 15<sup>th</sup> November 2021 at 9:00am**

**Interview date:** **TBC (via Teams or Zoom)**

We particularly welcome applications from disabled and Black, Asian and Minority Ethnic (BAME) candidates and would also welcome applications from LGBT and non-binary candidates.